
CITY OF TEMPE
REQUEST FOR COUNCIL ACTION

Council Meeting Date: 5/30/2013
Agenda Item: 5B19

ACTION: Approve the award of a one-year contract with four one-year renewal options to The Environmental Quality Company who will supply hazardous materials trained personnel to assist with material collection, segregation and labeling at the City's Household Products Collection Center, and any special hazardous waste collection events sponsored by the City to be overseen by the Public Works Department.

FISCAL IMPACT: Total cost of this contract will not exceed \$60,000. Sufficient funds have been appropriated in the Solid Waste Fund – cost center 3713 – for the anticipated expenditure in the current fiscal year.

RECOMMENDATION: Approve the contract award.

BACKGROUND INFORMATION: The City of Tempe issued a Request for Proposal (RFP) to establish a contract for hazardous materials trained personnel to assist with material collection, segregation and labeling at the City's Household Products Collection Center and any special hazardous materials collection events held by the City. The majority of the products received by the Household Products Collection Center are classified under 40CFR (Code of Federal Regulations) which dictate specific rules regarding what household hazardous waste (HHW) materials can be accepted, collection methods, segregation, labeling, etc.. Therefore, it is necessary to have individuals that are specifically trained in this specialty to avoid the potential for notices of violation or fines that could be assessed against the City.

Hazardous Waste Technicians are classified in three levels which correspond to the specific amount and type of training they have received. In most cases, a technician with a level II classification will be required by the City.

Five proposals were received:

Clean Harbors Environmental Service
The Environmental Quality Company
American Technologies, Inc.
Advanced Chemical Transport
Kary Environmental Services, Inc.

Evaluation Process

The proposals were evaluated by a committee comprised of Public Works and Procurement staff.

The responses were scored using the following criteria – sub categories carry equal weight unless otherwise noted:

Criteria	Weight
Cost	7 (50%)
Technician I	
Technician II	
Technician III	
Technicians meet standards as required	5 (36%)
Overall response to RFP	2 (14%)
Quality, composition & completeness	
Acceptance of terms and conditions	

Results of Scoring

Firm	Overall Score	Tech I Labor Cost (per hour)	Tech II Labor Cost (per hour)	Tech III Labor Cost (per hour)
The Environmental Quality Company	148.09	\$ 33.00	\$ 35.00	\$ 37.00
Advanced Chemical Transport	143.11	\$ 34.50	\$ 38.00	\$ 42.00
Clean Harbors Environmental Service	139.51	\$ 36.00	\$ 38.00	\$ 40.00
Kary Environmental Services, Inc.	137.65	\$ 30.00	\$ 45.00	\$ 65.00
American Technologies, Inc.	124.71	\$ 45.00	\$ 55.00	\$ 65.00

Summary

It is the recommendation of the committee that a contract be awarded to The Environmental Quality Company, the high scorer, who has submitted the overall lowest average cost for the various technician levels and specifically for the Tech II category that will be of primary use by the City.

An existing City contract has been historically utilized for these services, however, the existing contract is primarily written for emergency response to spills or incidents involving hazardous materials so pricing for hazardous waste technicians was in proportion to the level of service required. By soliciting and awarding a separate contract for ongoing hazardous materials technicians to assist City Staff at the Household Products Collection Center, it has been possible to generate cost savings of approximately \$5,000 per year based on the average number of hours that the hazardous waste technicians are expected to be utilized. Additionally, this contract will provide the City with the same technician throughout the year so that they are better able to understand and work within City guidelines. Outsourcing specialty high cost items like hazardous materials handling at the Household Products Collection Center is in alignment with Public Works' business strategy to staff for regular demand and supplement for peak or other high risk or specialty items in order to better stabilize our core work force.

ATTACHMENTS: 13-137 The Environmental Quality Company Vendor Response

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